

ENGLEWOOD ON THE PALISADE-08006430 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
Certification and Benefit Issuance	Certification and Benefit Issuance		126	05/29/2020	CAP Accepted
Corrective Action History	CAP Accepted Erlisa Levin 05/29/2020 03:17 PM	CAP Accepted			
	CAP Submitted KEVIN DYAL 05/29/2020 01:30 PM	Errors were corrected on 3/13/20 for all applications.			
	Flagged Erlisa Levin 04/29/2020 04:23 PM	Incomplete and/or incorrectly determined applications were found during the State Agency review of the selected applications. Errors were recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1.) The SFA must indicate the date of correction for all application errors. *****The number of Certification and Benefit Errors are greater or equal to 10%, therefore an Independent Review of applications must be completed for next school year. More details will be provided later in the school year regarding the process and expectations for the Independent Review.			
Afterschool Snack Program	Afterschool Snack Program	Englewood on the Palisades Charter School		05/29/2020	CAP Accepted
Corrective Action History	CAP Accepted Erlisa Levin 05/29/2020 03:17 PM	CAP Accepted			
	CAP Submitted Shirl Burns 05/12/2020 01:02 PM	Going forward, the FIRST Onsite Monitoring will occur during the FIRST four weeks of operation, and the Correct Form will be utilized.			
	Flagged Erlisa Levin 04/29/2020 04:23 PM	The program must be monitored within the first 4 weeks of operation each year. As discussed at the exit conference findings were found in this area. Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
Group 1: CA Count (3)				05/29/2020	CAP Accepted
	Section	Form subsection	Site	Question #	
	Verification	Verification		209	
	Verification	Verification		208	
	Verification	Verification		211	

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Corrective Action History	CAP Accepted Erlisa Levin 05/29/2020 03:18 PM	CAP Accepted			
	CAP Submitted KEVIN DYAL 05/29/2020 01:34 PM	Going forward the district will utilize the "We Must Check Your Application Letter" (Form 236) in SNEARS, including the USDA non-discrimination statement. In addition, the Confirming Official will record on the Verification Tracker the date of the confirmation review. To prevent future errors responsible staff will view the Verification Webinar in SEARS. Date 3/13/20.			
	Flagged Erlisa Levin 04/29/2020 04:23 PM	<p>The SFA's verification notification letter must include all required information. It is highly suggested that the SFA use the "We Must Check Your Application Letter" (Form 236). Explain, in detail, the specific steps that will be taken to meet this verification requirement and measures taken to ensure that the finding will not reoccur in the future. Indicate the date of implementation.</p> <p>A copy of their form was shown to me, it did not include the USDA non-discrimination statement or what acceptable documents are to be provided.</p> <p>Applications selected for verification must be chosen randomly from error prone applications. If there are not enough error prone applications to meet the required sample size, the SFA must randomly select additional approved applications to meet the required number. Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p> <p>The SFA must complete the verification process according to guidelines established in The Eligibility Manual for School Meals. It is recommended that staff responsible for the verification process view the recorded Verification webinar available under the Training tab in SNEARS. Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p> <p>The Confirming Official must record on the Verification Tracker the date of the confirmation review. Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.</p>			